# Section Overview

**In this Section**    The following topics will be discussed in this section:

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# Departing Reserve Officer (Prior Reserve Enlisted) from OCS

**Purpose**    This event is used to complete the necessary transactions (which may require input into PMIS/JUMPS) on an enlisted reserve member who has graduated OCS and is appointed a reserve commission.  This event should not be used for OCS graduates who:

- have been appointed a temporary officer commission
- were regular active duty enlisted members and are appointed a reserve commission
- were not accessed in the Coast Guard and sent to OCS PCS

**References**    a.  Personnel and Pay Procedures Manual, HRSICINST M1000.2 (series)
b.  Query Manual, HRSICINST M5230.2 (series)
c.  Pay Manual, COMDTINST M7220.29 (series)
d.  Personnel Manual, COMDTINST M1000.6 (series)
e.  Joint Federal Travel Regulations
f.  Housing Manual
g.  SGLI Handbook, VA 29-75-1

**Fast Path ID and Data Entry**    Enter "ocsdocro" for Fast Path ID or press "AHF" from the Main Menu Screen in SDA II.  Enter the member's SSN or last name and press 'GO'.  The following screen will appear:

```
        Former Reserve Enlisted Departing as Reserve Officer (Screen 1 of 2*)
            000-00-0000                     OCUI2              DOE, JOHN
         Stat      Options        Transactions

          I        Required       Discharge from Enlisted Status
          I        Required       Orders
          I        Required       Appointment to Commission Officer
          I        Required       School Completion  CGHRMS
          I        Required       Officer Uniform Allowance
          I        Required       Second Officer Uniform Allowance
                      N           Start or Change BAH, BAQ and/or Qtrs?
                      N           New Payment Option?
                      N           Change a Bond/Allotment Address?
                      N           Change in Dependency/Emergency Data?
                      N           Elect/Decline Servicemembers' Group Life Insurance?
                   _____          Advance Payments?
```